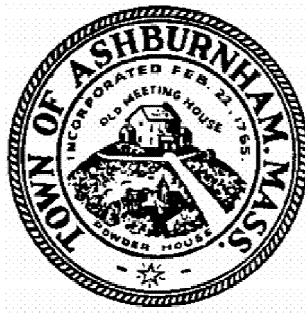


Board of Selectmen
Extension 109
Town Administrator
Extension 109
Town Accountant
Extension 120
Town Clerk
Extension 114
Tax Collector
Extension 113
Treasurer
Extension 112 or 110
Board of Assessors
Extension 111
Land Use Office
Extension 117
Planning Board
Extension 121
Conservation Commission
Extension 115



TOWN OF ASHBURNHAM

Town Hall, 32 Main Street
Ashburnham, Massachusetts 01430

OFFICE OF THE TOWN ADMINISTRATOR

Animal Control
Board of Health
Building Commission
Conservation Commission
Council on Aging
Cultural Council
Electrical Inspector
Gas & Plumbing Inspector
Historical Commission
Municipal Planning
Parks & Recreation
Planning Board
Zoning Board of Appeals

PHONE: (978)-827-4100

FAX: (978) 827-4105

TOWN ADMINISTRATOR'S REPORT July 11, 2011

Town Administrator's reports are available on line at; <http://www.ashburnham-ma.gov>

• TOWN COMMITTEES

Currently there are openings on the Conservation Commission (2), Council on Aging (2), Historical Commission, (1), Capital Planning Committee (at-large member) (1), Parks and Recreation Committee (3). These are all listed on the Town's website under Volunteer Opportunities.

• WATER TANK

Schedule is on track.

Site preparation on Cushing St is complete.

Staging for tank construction - start

Water line project up Hastings Road- start

Five Oaks Construction 7/1

Nat Gun 7/5

Five Oaks Construction 7/5

High Street

On line

September 30th

Gardner Hill

Design

Bid

Repairs Complete

May 1st- 2012

June 1st

November 30th

Crane for erection of water tank (275 Tons) to arrive on Wednesday July 13th.

• ASPHALT, RECLAIMING, MILLING BIDS

Attached is the summary of the bids that were received for the Asphalt products, Reclaiming, and Milling.

I request that the Board approves the following awards based on the DPW Superintendent's recommendation. All are lowest qualified bidders.

P.J. Keating

Bituminous Concrete in place

\$ 64.70/ ton

P.J. Albert	Reclaiming	\$ 1.74/ sq yd
Garrity Asphalt Pavement	Milling	\$ 1.95/ sq yd

Once the contracts have been awarded, DPW will schedule the work to be done on Corey Hill Road. It is anticipated that the project will begin early August. South Main Street will need to be discussed; whether to use Ch90 monies or submit for CDBG program monies, which if accepted would be done in spring of next year.

- **ROUTE 101 NORTH**

Bids for the project are to be opened on July 27th. Once this done, the project will move forward at a “States” pace, but sometime in FY12.

- **PLANNER**

We sent a letter to the Planning Board requesting their thoughts about a Town Planner. I also attended a meeting at MRPC where there was discussion about future involvement of the MRPC in regionalization. More information will be forthcoming.

- **BRIGGS ELEMENTARY**

The Department Heads and I attended a meeting held by the architect from Lamoureux and Pagano about the Briggs project. Purpose of the meeting was to inform the different departments of the overall plan and solicit their input into the process.

- **CDBG FY2012**

I attended a roll out session for the CDBG FY2012 grant program. This year HDCP will be looking for regional projects. Due to all the requests about town playgrounds I will be looking for volunteers to serve on the Parks and Recreation Committee so that a comprehensive improvement plan can be established for all town parks and playgrounds.

- **WATER TREATMENT**

Opened bids on July 6th at 1:00 pm. Veolia Water and United Water were the two companies that submitted bids. Three copies were sent to Winchendon and three to Ashburnham for their review. The Water and Sewer Commissioners will review at their monthly meeting on July 12th. The pricing bids will be opened at the AWRJA meeting on July 20, 2011.

- **CDBG GRANT**

We are still waiting on the award announcements for the FY11 grants.

- **COA RELOCATION**

I met with COA and Joe Olivari, to review feasibility of the layout for the temporary facilities. Everything seems workable and Claude Daigle will submit a layout for

review. Also, spoke with Rick Metcalf, Nashoba Health Agent. I will contact MOC for their input and requirements.

- **HISTORICAL SOCIETY**

Sylvia and I met with Tyna Donelson and George Cornwall at their building in response to the Board's concern of loaning the town's weights and measures for their exhibit. The building was sound and free of any water damage at the location as they stated. I would recommend and submit an agreement to move forward.

- **ANNUAL TOWN REPORT**

Attached is the comparison of the level of detailed information submitted to the town from the school department in 1965 and 2010. With our investigation into the historical data regarding school funding, the 1965 era information proved very valuable. I would recommend we solicit the support of Westminster and inform the AWRSD that we would like to receive for historical purposes the level of detail shown in the 1965 town report. I have discussed with Karen Murphy and told her we would ask their support for this request.

- **AMBULANCE ABATEMENTS**

One ambulance bill has been abated: Call #AB094374; in the amount of \$103.37 for the reason of hardship.

- **BOARD AND COMMITTEE UPDATE**

The following list of boards and committees are appointed through the BOS. Due the large number, I would suggest that we look to schedule 1 to 2 per meeting starting in September. It will afford them the opportunity to give a short update to the Board on their activities.

Advisory Board
Water and Sewer Commissioners
Board of Assessors
Zoning Board of Appeals
Historical Commission
Cultural Council
Rail Trail Committee
Agricultural Commission
Conservation Commission
Capital Planning Committee
250th Celebration Committee
Parks and Recreation Committee
Council on Aging
IT Advisory Board
Building Commissioner
Veteran's Agent
Trust Fund Commission

- **ANIMAL CONTROL OFFICER**

I request that the Board sign at our August meeting the agreement with Westminster to share the Animal Control Officer position.

- **FIRE GRANT**

Selectmen need to sign the Erickson Trust form for the matching monies (\$3,201)for the federal grant (64,030)to purchase the Thermal imaging, airbags, jaws of life, and gas meters

- **VACATION**

I will be on vacation August 1st through the 5th. Sylvia will be in charge.